**Blake PTO Board Meeting Minutes**

**3/15/2017**

Meeting called to order at 9am. Claudia & Kim welcomed everyone.

Attendees – Claudia Rosen, Kim Price, Maura Gerardi, Janice Marble, and Meghan Glenn

Board– Co-President – Claudia Rosen

Co-President – Kim Price

Vice President – Maura Gerardi

Treasurer – Erika Clarke

Secretary – Janice Marble

**Presidents’ Report** – Claudia and Kim

* Townwide Insurance Policy in effect
* Blake Campaign Update - $4,710 to date
* School Supply Service - Meghan Glenn is Chair. They will be available to purchase for incoming 9/2017 students.
* Summer Reading Program – Blake will promote and coordinate
* Townwide Box Tops Contest – by school in Spring
* Taxes - in process of being completed
* New Sound System for Auditorium is needed – appeal money may be used to help fund
* Thank You Fund plan of action K-8

**Vice President Report** – Maura

* Career Day scheduled for April 6.  Natalie Madej coordinating event.
* Eversource Fundraiser will not be held this year.  There was no interest in an additional fundraiser when discussed at the Town Wide meeting.
* Coordinator needed for 7th grade ice cream party
* 8th grade reception
* Maura is preparing an instruction library (to be posted on our site) for each event

**Treasurer Report** –Erika (subsequent to the meeting)

Budget Review

* Ending bank balance as of 2/28/2017 - $12,615.81
* Outstanding appropriated budget of $3,545 and outstanding commitments of $2,234.90 for:
* $2,000 Nurse's Couch
* $234.90 Water for dances
* Current adjusted available funds after outstanding payables and funding requests is $6,435.91. There is $400 in the Thank You Fund for the teachers.
* No fundraising expected beyond 2017 Blake Annual Appeal which is ongoing now. Funds available as of 3/15 is $4,354.28 (adjusted to reflect PayPal fees).
* Funded the following to date:
* $2,000 Nurse's Couch
* $7,174 MacBooks
* $537.15 Canoe Scholarships
* $1,695 12 Art Panels
* $234.90 Water for dances/8th grade graduation
* $948.74 Artwork Posters/Frames
* $4,700 - Chrome Book Tables
* $1,695 - PA Cabinet for PE Department
* $2,250 - Christmas in the City Buses
* $1,500 - Safe Learning Environment
* $1,800 - Grupo Fantasia
	+ $1,160 - Shakespeare Now! Midsummer Night’s Dream
	+ $750 - 7th grade Roman Army Presentation
	+ $54.95 - Journey Now

Budget for next year is in process. Will be available at 5/11/2017 meeting for vote.

**Secretary Report** – Janice

January 2017 Meeting Minutes previously approved electronically and posted to the Thursday Packet and website

**New Business**

* Board Member openings for next year Co-President
	+ 2017-18 Board
	+ Co-President – Kim Price
	+ Co-President – Open
	+ Vice President – Meghan Glenn
	+ Treasurer – Erika Clarke
	+ Secretary – Natalie Madej
* Teacher Recognition – Teacher Appreciation Week 5/1-5/2017 – Students and parents will be encouraged to write a letter to Superintendent Marsden and Principal Vaughn about their teachers

**Funding requests–**

* + $8,000 - DC Trip Scholarships. Currently don’t have the budget for this item. Decided to table discussion until after appeal is completed and we confirm we have the funds.

Meeting adjourned 10am.

**Next Meeting: 5/11/2017, 7pm**